

## SCCCEADE Board Meeting Minutes January 5, 2006

Members present: Sue O' Brien, Dana Arnold, Carole Metzger, Val Isaacson, Velia Esquivel-Ferguson, Jean Carvalho, Melissa Murphy, Carol Anderson, Emily Leo and Connie Krashoc.

- I. **Call to Order:** 7:20 pm by President Sue O'Brien.
- II. **Review of Minutes:** Carole moved to approve the November board meeting minutes with corrections, seconded by Velia.
- III. **Treasurer's Report:** Velia reported a balance to date of \$5873.00. She asked that when members submit receipts for reimbursement to her that they please write their name on them so she will know to whom to make out the check.
- IV. **President-Elect Report:** Dana reported our next general membership meeting will be held on February 2<sup>nd</sup>, and is to be sponsored by Novo Nordisk. She said that rep Al Gong told her the speaker (an endocrinologist) could address any topic we wished. The board discussed this issue and decided that case studies in endocrinology would be most informative. Dana said she will suggest this to Al Gong. Dana said she would send out meeting flyers and asked for address labels from the membership chair.
- V. **Committee Reports**
  - A. Membership: Carol reported she received two new memberships.
  - B. Publicity/Newsletter: Desie was absent. Emily reported that Desie has received only a few articles for the next newsletter.
  - C. Legislative: Emily had no report.
  - D. CEU's: Melissa asked Dana to obtain a CV and an outline of presentation objectives from all program speakers. She reminded board members that this information is needed by those who are renewing their CDE status by the continuing education option. She also said that an address for SCCCEADE is needed on the CEU certificates. Currently, Alice Orth's address is listed. She will call Alice about this.
  - E. Historian: Jean had no chapter history to report.
  - F. Bylaws: Val reported that she had some volunteers step forward at the last general meeting to be on the bylaws revision committee. The proposed changes will be on the ballot in June.
- VI. **Ad Hoc Committee Reports:** Sue Ann absent; no report was sent.

**VII. Old Business:**

- A. SCCCEAADE Website: Sue said she sent Carrie a thank you card and restaurant gift card for updating the SCCCEAADE website. Sue will send Connie Carrie's email address so minutes from both the general association and board meetings can be put on the website once they have been approved. Per Val, no bylaws change is required to form a website committee. Sue said she would act as website administrator and work with Carrie on updates for this year. Connie said she would help Sue with this. Sue also reported that Chitra sent her the bill for our website; it comes to \$99.95 for two years. Sue will make herself the contact for future bills.
- B. Adoption of AADE Chapter in Hurricane Katrina location: Mary Hallum was absent. Dana suggested we make a donation to "Habitat for Humanity". Dana also reported that the Orleans parish of New Orleans was one of the hardest hit by the hurricane; if there is an AADE chapter in that parish, it would be the one to which we could consider making a donation as well.
- C. AADE's request for information: In response to AADE's request for the names and email addresses of SCCCEAADE members who are and are not members of AADE, the board decided to send AADE only the names and membership numbers of SCCCEAADE members who are currently AADE members.

**VIII. New Business**

- A. Letter from Florida Chapter: The board discussed whether we should respond as an organization or individually. Sue said she will forward the letter to all SCCCEAADE members.
  - B. CDE Recertification: Jean reminded everyone to be careful if renewing their CDE status by the continuing education process - just because an activity is approved by BRN for continuing education does not mean that it will be approved for CDE recertification. Sue asked Jean to report on this at the next general association meeting. Jean will also send this information to Desie for the newsletter.
- IX. **Announcements**: Jean announced that as of March 10, 2006, she will be retiring from her position at Kaiser. She reported that her current position will be opening up; it is a 24 hour per week job as a Pediatric Endocrinology RN, with about 99% of the job in diabetes. Please contact Jean if you are interested in this position.
- X. **Adjournment**: 8:30 pm